# ALEx

## Parent Training Module

# TABLE OF CONTENTS

ALE **PARENT**

# ALE **PARENT**

## How to: Reset Password to setup your account

Prerequisite: In order to view your child's WSLP, request enrollment into ALE classes, or to provide monthly progress in regards to your child, you will need a username and password.

This account (username/password) is maintained and configured by: School Data Solutions, in the SchoolData.net suite of applications.

If you already know your Username and Password for School Data Solutions ALE, you can proceed to page 5 of the document, in order to login.
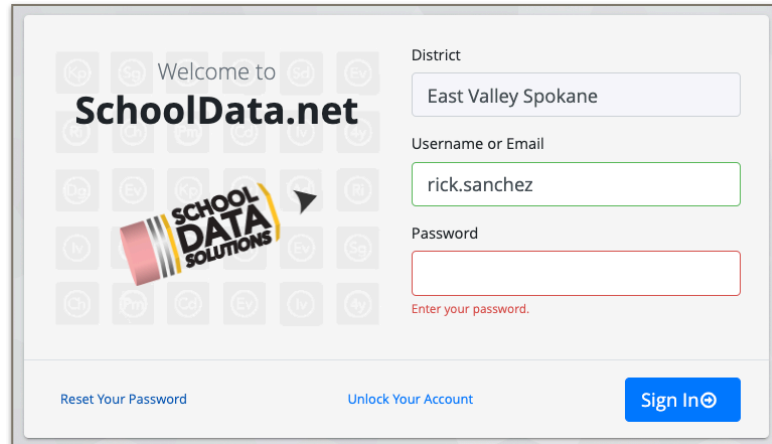
If do not know your Username and Password for the SchoolData.net suite of applications, you can follow the instructions below

---

1. Navigate to: Your districts Parent Partnership Program Homepage — https://evpp.evsd.org/



2. Find the Link for School Data Solutions ALE application and click the link. **(Link coming soon)** You can also additionally get into the application by navigating to: https://eastvalleyspokane.schooldata.net/v2/ale-sis/#/
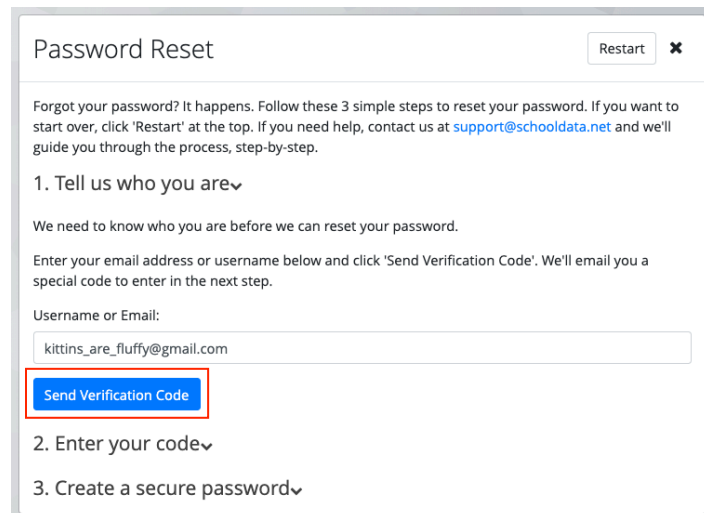
3. Once at the ALE application login screen, Click: Reset Your Password.



4. Proceed through the following steps to reset your password:

1. Enter your email address (this is the official email that has been reported to district office and used in Skyward. If you don't know your email address you can contact your district ALE contact.)

2. You then click: Send Verification.

3.  IN A NEW TAB, check your email — you will receive an email with an account activation code. (This is to make sure that you and you only have access to your child's data.)
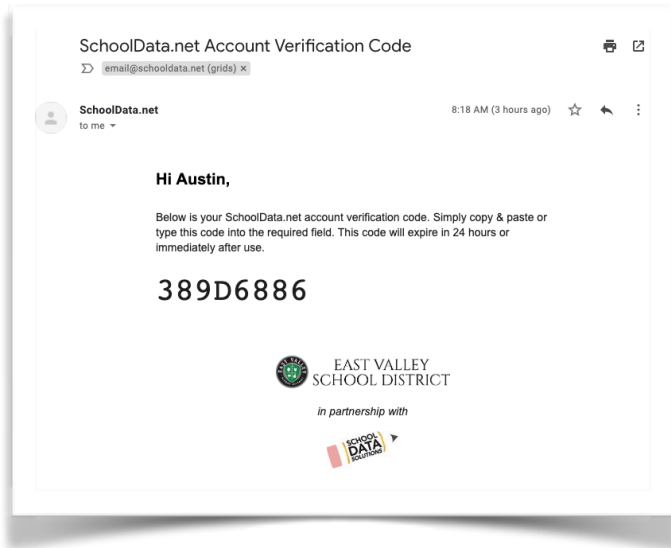


4.  Enter this code back into the ALE application page.



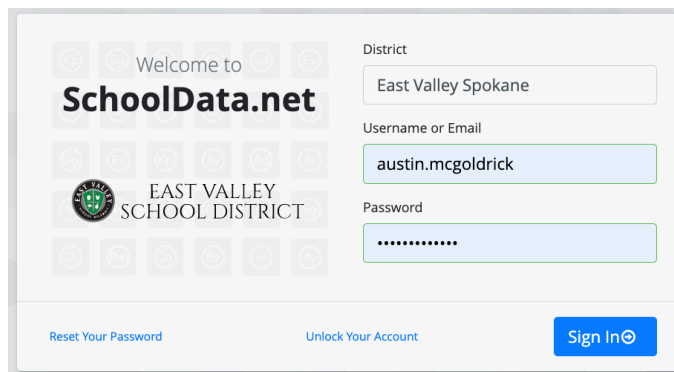5.  Your account and email address is now verified and you will be able to create your own password. Simply type in your password and click "Save Password and Proceed".

## How to: Log in
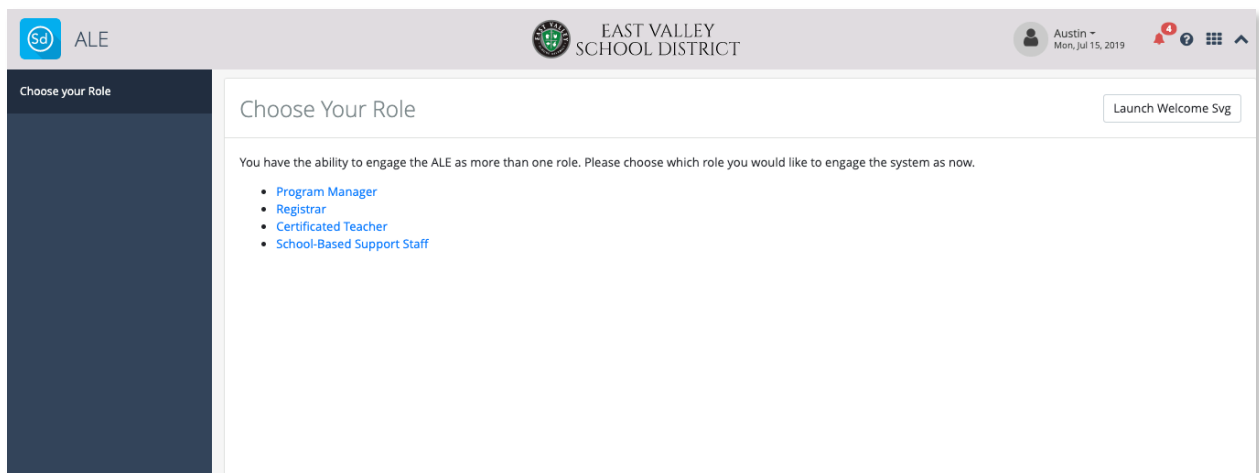
The first step for parents is to login using a username or a password. The account can either be setup as a School Data Solutions account, or we can tie into your District Authentication utilizing those district accounts for parents.

---

1. Navigate to: https://eastvalleyspokane.schooldata.net/v2/ale-sis/#/

2. Login using: Username & Password



3.
- If you're ONLY an ALE parent, you will be automatically directed into the "parent" persona for ALE.
- If you're an ALE parent AND another role in your program (support staff, specialist, registrar) then you will see a list of roles to select between. You will simply want to click on the "Parent" role.

## How to: View your student's Written Student Learning Plan

After you've logged into the ALE application (and optionally, selected the parent role) you will now be directed to the "Parent HomePage". On this HomePage you should see each of your children, along with any prior year, current year, or future year Student Learning Plans (SLPs). Let's begin by viewing an SLP created for your student/child.

---

1. When on the Parent ALE home screen, for each student, you will see "Review WSLP".

2. Click on "Review WSLP" to be directed to your child's Student Learning Plan.

## How to: Register for classes

Once you as the parent have reviewed everything setup by the Certificated Teacher, you can then begin to request enrollment into classes.

1. When on the Parent ALE home screen, for each student, you will see "Request Enrollment".

2. Click on "Request Enrollment" to be directed to your child's Student Learning Plan.
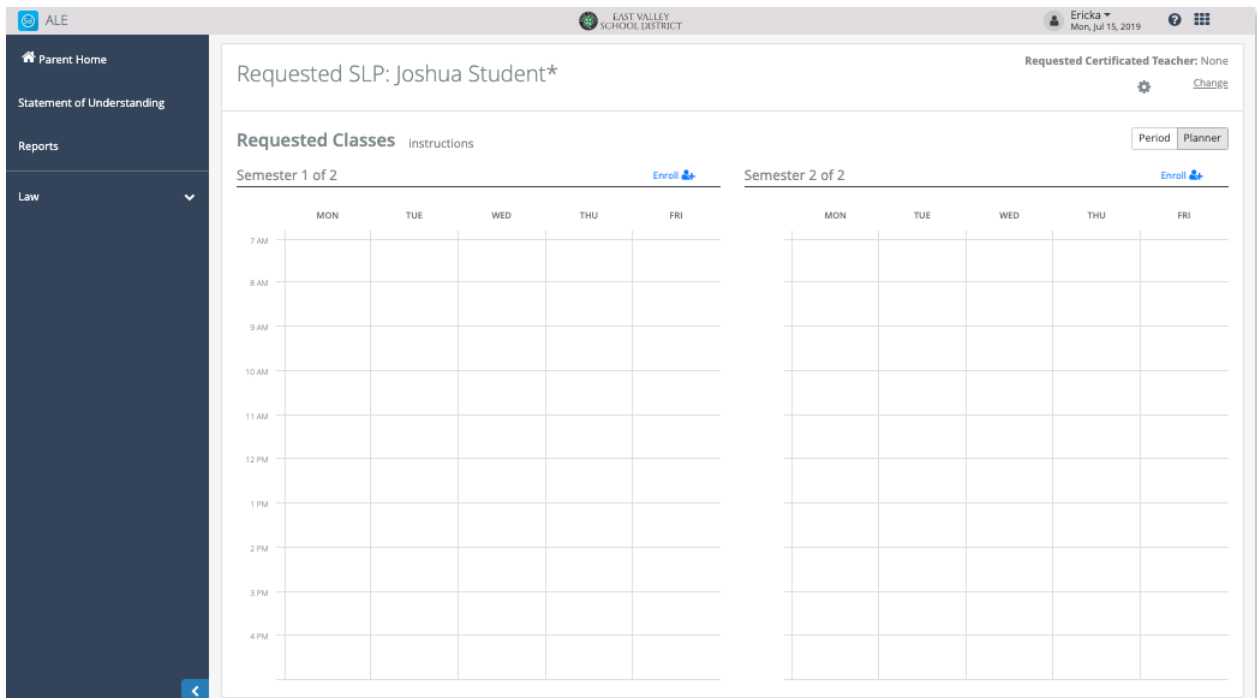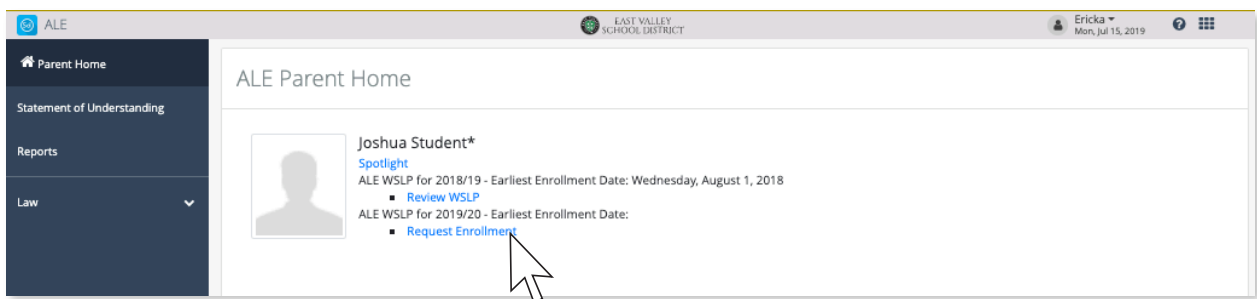
3. Once on a Schedule view, click Enroll to see all of the available classes for your student based on their grade level, semester enrollment, and which subject areas/courses/code codes have been applied to your students SLP.

| Classes | | | | Period | Planner | ✔ Add Classes | ✖ |
|---|---|---|---|---|---|---|---|

| | | S1 | | | |
|---|---|---|---|---|---|
| | Mon | Tue | Wed | Thurs | |
| **1st Period** | | Library-Deer Park ⓘ ⊕<br>20th Century History ⓘ ⊕<br>Game Hour (P.E.) ⓘ ⊕<br>Coffee Creations ⓘ ⊕<br>Computer Lab-Deer Park ⓘ ⊕<br>Card Making & Stamping ⓘ ⊕<br>Computer Lab-Clayton ⓘ ⊕<br>Pen, Pencil, Paint and Brush ⓘ ⊕<br>Charity Never Fails ⓘ ⊕<br>Weights/Girls ⓘ ⊕<br>Library-Clayton ⓘ ⊕<br>SBAC Practice ⓘ ⊕<br>Ballet Levels 3 and 4 ⓘ ⊕<br>Test Prep: A Course on Test … ⓘ ⊕<br>Cool Models Made by Hand ⓘ ⊕ | Jewelry and Beading ⓘ ⊕<br>Library-Clayton ⓘ ⊕<br>Computer Lab-Clayton ⓘ ⊕<br>Kahoot ⓘ ⊕<br>International Crafts ⓘ ⊕<br>Creative Piano ⓘ ⊕<br>Computer Lab-Deer Park ⓘ ⊕<br>Juicing with Gina ⓘ ⊕<br>Archery ⓘ ⊕<br>Northwest Passages ⓘ ⊕<br>Library-Deer Park ⓘ ⊕ | Weights/Boys ⓘ ⊕<br>Library-Clayton ⓘ ⊕<br>Shakespeare ⓘ ⊕<br>Computer Lab-Deer Park ⓘ ⊕<br>Computer Lab-Clayton ⓘ ⊕<br>Library-Deer Park ⓘ ⊕<br>Magic ⓘ ⊕<br>Fashion Design, My Way ⓘ ⊕<br>Ballet Levels 3 and 4 ⓘ ⊕<br>Clay Creations ⓘ ⊕<br>*Boys--Dance Team ⓘ ⊕<br>Connecting through Coffee 1 ⓘ ⊕<br>*Girls---Dance Team ⓘ ⊕<br>Basic Math Prep ⓘ ⊕ | |
| **2nd Period** | | 7 Wonders of the World ⓘ ⊕<br>Clay Creations ⓘ ⊕<br>Read to Succeed ⓘ ⊕<br>Medieval Architecture and … ⓘ ⊕<br>Weights/Boys ⓘ ⊕<br>Sketchbook: Drawing like a … ⓘ ⊕<br>Computer Lab-Clayton ⓘ ⊕<br>Library-Deer Park ⓘ ⊕<br>Library-Clayton ⓘ ⊕<br>Basketball ⓘ ⊕<br>Quilting ⓘ ⊕<br>Sips from around the world ⓘ ⊕<br>*Teen Hip Hop and Jazz ⓘ ⊕<br>Computer Lab-Deer Park ⓘ ⊕ | Archery ⓘ ⊕<br>Computer Lab-Deer Park ⓘ ⊕<br>Creative Piano ⓘ ⊕<br>Library-Deer Park ⓘ ⊕<br>Learning through Logic Ga… ⓘ ⊕<br>Oils, Herbs & Spices ⓘ ⊕<br>Becoming a Published Author ⓘ ⊕<br>Arts and Crafts for a Living ⓘ ⊕<br>Library-Clayton ⓘ ⊕<br>Wildlife Biology ⓘ ⊕<br>Computer Lab-Clayton ⓘ ⊕ | Library-Deer Park ⓘ ⊕<br>Recycle/Reuse/Renew ⓘ ⊕<br>Library-Clayton ⓘ ⊕<br>Computer Lab-Deer Park ⓘ ⊕<br>Computer Lab-Clayton ⓘ ⊕<br>Drama II--All the World's a S… ⓘ ⊕<br>3D Animation & Modeling ⓘ ⊕<br>Class Voice ⓘ ⊕<br>Weights/Girls ⓘ ⊕<br>*Independent Study ⓘ ⊕<br>Ballet Levels 3 and 4 ⓘ ⊕<br>Game Hour (P.E.) ⓘ ⊕<br>Painting Animals and Scene… ⓘ ⊕<br>Read to Succeed ⓘ ⊕ | |
| **3rd Period** | | Guitar ⓘ ⊕<br>Step Into Writing ⓘ ⊕ | Indoor & Outdoor Games ⓘ ⊕<br>Chess ⓘ ⊕ | Girls' Dance Fitness ⓘ ⊕<br>Working with Wood ⓘ ⊕ | |

⌃ Your Selected Classes ⓪

4. For each of the classes listed, you can either select the (i) (information icon) to access information about the class such as teacher, campus, curriculum. You can also click the (+) (add icon) to request enrollment in this class for your student.

## How to: view student weekly contact & attendance

Once you've collaborated on the WSLP with your Certificated Teacher and registered for classes, school begins and your student starts attending class. After a week of attending class, your student needs to have contact with your certificated teacher. After teachers record weekly contact, you can see this data in the application for yourself.

---

1. When on the Parent ALE home screen, for each student, you will see "Review WSLP".

2. Click on "Review WSLP" to be directed to your child's Student Learning Plan.

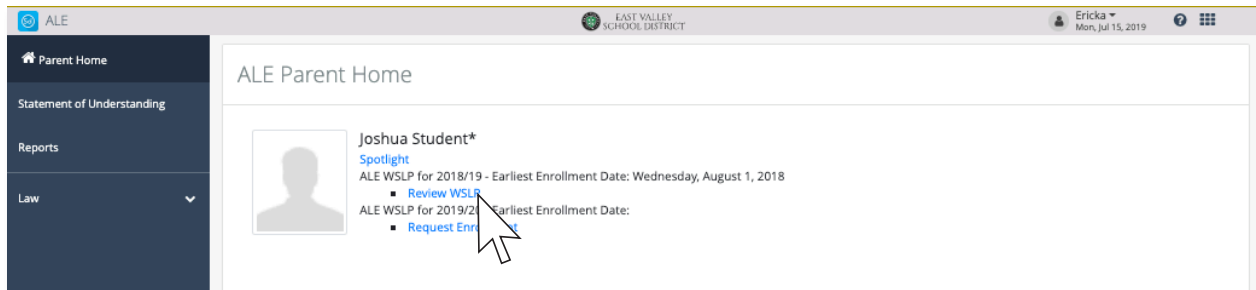3. Once on the students learning plan, click the "Weekly Contact" Tab.
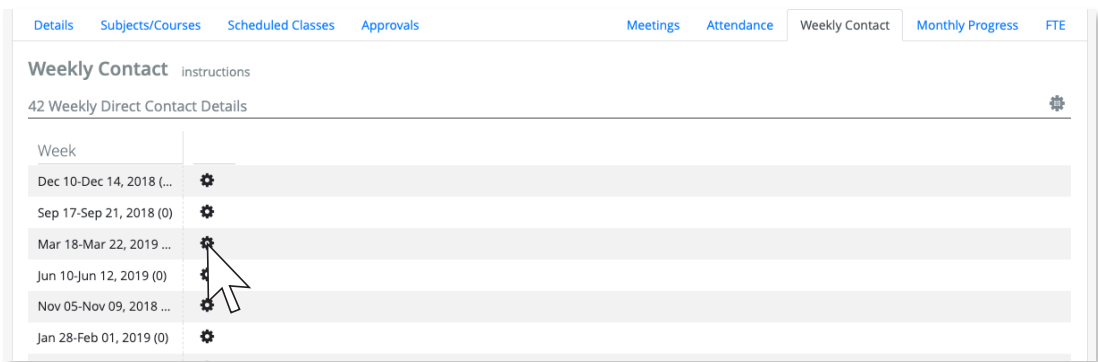


4. For each of these weeks, you can see if weekly contact was made, and what contact type it was by simply selecting the row action (gear icon) for each week.

## How to: Provide input on student progress

After a month of being enrolled in the program, completing course objectives, attending classes and completing four weekly checkins, it's now time for the first Monthly Progress Review. Parents can provide meaningful input on progress to the certificated teacher, for use when making a satisfactory/unsatisfactory determination for the student.



1. When on the Parent ALE home screen, for each student, you will see "Review WSLP".

2. Click on "Review WSLP" to be directed to your child's Student Learning Plan.

3. Once on the students learning plan, click the Monthly Progress Tab.
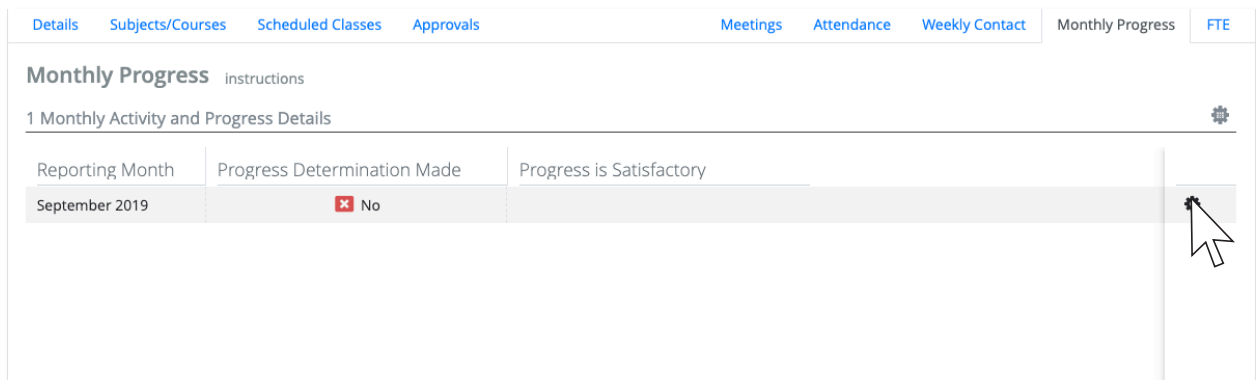


4. For whichever month you wish to report Monthly Progress for, select the row action (gear icon) to the right of each month and click "Report Monthly Progress".

5. For each course/course code, provide your text input for your students monthly progress.

**Report Monthly Progress** ✓ Save ✕

| Student Benjamin Student* | School Year 2019/20 | Recording Date July 15, 2019 |

SOC001N World Geography (optional)

> The monthly progress in World Geography was....

SCI237N Science (grade 7) (optional)

> The monthly progress in Science was....

FA187N Art (grade 7) (optional)

> The monthly progress in Art (grade 7) was....

MAT051 Pre-Algebra (optional)

> The monthly progress in Pre-Algebra was....

ENG033N Language Arts (grade 5) (optional)

> The monthly progress in Language Arts was....

PE077N Health Education (grade 7) (optional)

> The monthly progress in Health Education was....

6. Then click Save to save all of your input for monthly progress which will then be reviewed by the Certificated Teacher.